

**Request for Funding Application**  
**“Questions & Answers” for SFY 2009**  
**Fathers and Families Initiative**

1. The deadline for receipt of the Request for Funding application is April 10, 2008, at 4 PM EST.
2. If an applicant is interested, can they submit one proposal for each geographic location they wish to serve?
  - A. Yes, an applicant can do this; however applicants are encouraged to submit only one proposal. The reason for this is that if an organization submits more than one proposal, these proposals will, in a sense, be competing against each other for limited funds.
3. After the contracts are awarded, can we anticipate receiving more specifics regarding billing and reporting?
  - A. Yes, that information will be provided upon award of a contract.
4. Is there a value in having more than one primary goal?
  - A. Yes, although it is not necessary to have more than one primary goal, it is beneficial to address more than one goal. However, if your program addresses more than one goal, identify them all and explain how your program meets or achieves those goals.
5. Can you define what direct cash assistance is? What can and can't be provided?
  - A. Programs cannot provide direct cash assistance. Direct cash assistance means any payment, voucher or benefit designed to meet an individual's or family's basic needs (i.e., food, clothing, shelter, utilities, household goods, personal care items and general incidental expenses). Assistance also includes child care, transportation, and other supportive services for individuals who are not working. (For more detail, see 45 CFR 260.31)
6. Are you looking at cost per policy objective or program outcome?
  - A. The emphasis must be on the service outcome to be performance based. Providing the service is not sufficient. There must be a measurable achievement or outcome in order to claim for the service. See Attachment A.
7. Can you allow participants that you worked with last year to participate again this year?
  - A. Yes, but you cannot bill for the same element of the program (e.g., you can't bill for identification and assessment in the second year, or for taking the same class – however, if they finish a class that they didn't complete the first year and you didn't bill for it, or they're receiving a service that isn't a repeat from last year, you can bill for it).
8. If you are doing your proposal based on group participation, do you want your outcome based on individual performance or group performance?
  - A. Outcomes must be individual. Group sessions are fine, but the facilitator must keep attendance and individual notes on participation and improvement. Evaluation tools will track individual progress. The program also regards one-on-one work with participants positively.
9. How often do providers bill?
  - A. Once a month – based on the outcomes you have achieved in that particular month. We are sensitive to small organizations' need for up-front funding for cash flow purposes and understand that payment points need to be broken up into meaningful units in up-front processes (like identification and assessment).

10. Are all primary goals considered of equal value and weight?  
A. Yes.
11. If you have identified that you are working with the non-custodial parents and some of them are mothers can we bill for the mothers?  
A. Non-custodial fathers are the target population; however, you can work with the custodial parent if you also engage the non-custodial parent.
12. How long do we have to bill for services completed in June?  
A. 60 days after the end of the grant period.
13. Page 9, section 6, asks for resumes and skills of key personnel – If staff is not yet hired, what should we do?  
A. Must have an idea of whom the individual will be – identify someone within your organization that would do this or has similar skills and utilize their resume.
14. It is understood that the target area is the non-custodial father; however, can the child or the mother be incorporated into the program as well?  
A. Yes, but the target person must be the non-custodial father. Organizations are encouraged to work with the rest of the family regarding issues of the father's involvement in the family.
15. Is it correct that services cannot be billed for items that are not directly related to the non-custodial father (or NCM)?  
A. That is correct.
16. Can a for-profit agency apply for funds under this program?  
A. Yes.
17. Could you please clarify your policy regarding client confidentiality? Specifically, I'd like to know if we need to have clients sign a release to allow your staff to access client records. If so, do you anticipate checking client records, just doing a spot check using sample records, or looking at records with out names. It would be very helpful if you could provide a sample of the kind of release that you need for your purposes.  
A. Most providers do not require a release to provide the basic identifying information to the state and allow access to one or two sample files, with identifying information in the file, during site visits. The other potential reviews of client files would be a check by auditors to ensure that the services billed for were provided. The State keeps any information reviewed confidential. Some agencies have confidentiality policies internally that require a release for these reviews and billing purposes and use that release for this program as well. We do not have a sample release.
18. Are some of the fathers being served part of the incarcerated or work release  
A. Yes, They should be transitioning into the community or near to the children and co-parent in order for the services to be utilized.
19. Is there a county that is not being serviced where the need for services is anticipated?  
A. Indiana Fathers & Families is a statewide program and any county may be considered for services. Proposals must identify the need in the area to be served.
20. Are there services that are sometimes associated with fatherhood projects that are not covered under this grant?  
A. Yes, they are, anger management, job skills training, job readiness training, job-related education, job counseling, housing of any kind, financial assistance.

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